

**RESORT VILLAGE OF FORT SAN
AGENDA**

Tuesday, September 27, 2016 7:00 pm

1. Call to Order
2. Delegate
 - a. Brad & Donna Schwartz - 912Fort San Road setback
3. Approval of Agenda
4. Adoption of Minutes
 - a. August 23, 2016
5. Business Arising From Minutes
6. Bylaws
7. Correspondence
 - a. Calling Lakes District Planning Commission – Event Coordinator funding
 - b. Village of Lebret – Event Coordinator
 - c. Government of Saskatchewan – Gas Tax
 - d. 2016 Crime Prevention Guide - Funding Request
8. Reports
 - a. S. Helfrick – Calling Lakes District Planning Commission
 - b. B. Redman – North Valley Waste Management Inc.
 - c. J. Naumetz – Regional Library
 - d. M. Johnson – Administration
9. Accounts for Payment / Financial Reports / Bank Reconciliation
10. Unfinished Business
 - a. Echo Valley Resort Ltd
 - b. Resort Village Lot – Echo Ridge Rise
 - c. All Nations Healing Hospital – Donation
 - d. Dead Elm Tree Policy
 - e. Emergency Measures Coordinator
11. New Business
 - a. Insurance – SUMAsure Mainline
12. Adjournment

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: AP - AP GENERAL					
Computer Cheques:					
4852	8/31/2016	Kotrla, Norbert			
		08/16 Reed	Reed-Insp. #6	120.00	
		08/16 Stinson	Stinson-Final	120.00	240.00
4853	8/31/2016	Prairie Valley S. D. #208			
		08/16 Taxes	Taxes collected	125,208.40	125,208.40
4854	8/31/2016	Sask Power			
		08/16 Str.light	Street lights	920.59	920.59
4855	8/31/2016	Sask Tel CMR			
		07/16 Office	Office	188.04	
		08/16 Office	Office	292.02	480.06
4856	9/27/2016	M & J Bedel			
		1303	Gordon's - tractor - 1 hr.	71.40	71.40
4857	9/27/2016	Grasslands News Group			
		00022434	Add - tax list	90.47	90.47
4858	9/27/2016	Grismer, Camille			
		588	extra yard debris	725.82	725.82
4859	9/27/2016	Johnson Marcy			
		09/16 Expense	255.4 km - Sep 16 training	102.16	102.16
4860	9/27/2016	Lorraine's Kitchen			
		225604	HV Park grand opening	120.00	120.00
4861	9/27/2016	Town of Fort Qu'appelle			
		2016-265	Fire Agreement Fees	4,518.40	4,518.40
4862	9/27/2016	Woodland Home & Building			
		066476	HV Park sign-post	8.74	8.74
363	9/30/2016	Grismer, Camille			
		09/16 contract	Garbage contract	1,332.00	1,332.00
4864	9/30/2016	R.M. of North Qu'Appelle No187			
		09/16	Office Services contract	2,988.66	2,988.66
				Total for AP:	136,806.70

Certified Correct This September 23, 2016




Resort Village of Fort San
Statement of Financial Activities - Condensed
For the Period Ending August 31, 2016

	Current	Year To Date	Budget	Variance	%
REVENUES					
Taxation					
Municipal Taxes					
General Municipal Levy		164,745.96	163,122.00	1,623.96	1.00
Abatements and Adjustments			(1,500.00)	1,500.00	100.00
Discount on Current Year Taxes	(14,970.24)	(21,686.56)	(22,000.00)	313.44	1.42
Net Municipal Taxes	(14,970.24)	143,059.40	139,622.00	3,437.40	2.46
Penalties on Tax Arrears	114.82	1,135.56		1,135.56	
Total Taxation:	(14,855.42)	144,194.96	139,622.00	4,572.96	3.28
Fees and Charges					
Sale of Supplies and Gravel		387.54		387.54	
Policing and Fire Fees			800.00	(800.00)	100.00-
Licenses and Permits	150.00	4,285.00	3,000.00	1,285.00	42.83
General Office Services	2,988.66	190.00	100.00	90.00	90.00
Total Fees and Charges:	3,138.66	4,862.54	3,900.00	962.54	24.68
Unconditional Transfers					
Unconditional Transfers		44,932.00	43,930.00	1,002.00	2.28
Total Unconditional Transfers:	0.00	44,932.00	43,930.00	1,002.00	2.28
Conditional Grants					
Federal	5,572.60	10,883.40	10,620.00	263.40	2.48
Provincial		11,075.25		11,075.25	
Total Conditional Grants:	5,572.60	21,958.65	10,620.00	11,338.65	106.77
Investment Income and Commissions					
Investment and Income Revenue	81.30	3,098.32	2,000.00	1,098.32	54.92
Total Investment Income and Commissions:	81.30	3,098.32	2,000.00	1,098.32	54.92
Total REVENUES:	(6,062.86)	219,046.47	200,072.00	18,974.47	9.48
EXPENDITURES					
General Government Services					
Wages		700.00	3,500.00	2,800.00	80.00
Benefits		234.78	500.00	265.22	53.04
Professional/Contract Services	6,293.05	38,369.22	71,000.00	32,630.78	45.96
Utilities	458.41	1,508.50	2,300.00	791.50	34.41
Maintenance, Material and Supplies	72.40	732.80	1,500.00	767.20	51.15
Grants and Contributions		400.00	400.00		
Total General Government Services:	6,823.86	41,945.30	79,200.00	37,254.70	47.04
Protective Services					
Police Protection					
Contractual Services			8,000.00	8,000.00	100.00
Total Police Protection:	0.00	0.00	8,000.00	8,000.00	100.00
Fire Protection					
Professional/Contractual Services		233.75	4,740.00	4,506.25	95.07
Total Fire Protection:	0.00	233.75	4,740.00	4,506.25	95.07
Total Protective Services:	0.00	233.75	12,740.00	12,506.25	98.17
Transportation Services					
Maintenance					
Professional/Contractual Services	10,320.00	13,580.00	21,000.00	7,420.00	35.33
Utilities	876.75	6,754.87	11,000.00	4,245.13	38.59
Maintenance, Materials & Supplies			45,525.00	45,525.00	100.00
Capital Expenditures			14,000.00	14,000.00	100.00
Total Maintenance:	11,196.75	20,334.87	91,525.00	71,190.13	77.78
Snow Removal					
Maintenance, Materials & Supplies		1,025.00	6,000.00	4,975.00	82.92
Total Snow Removal:	0.00	1,025.00	6,000.00	4,975.00	82.92
Total Transportation Services:	11,196.75	21,359.87	97,525.00	76,165.13	78.10

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Resort Village of Fort San
Statement of Financial Activities - Condensed
For the Period Ending August 31, 2016

	Current	Year To Date	Budget	Variance	%
Environmental Services					
Professional/Contractual Services	4,335.93	19,858.69	50,450.00	30,591.31	60.64
Total Environmental Services:	4,335.93	19,858.69	50,450.00	30,591.31	60.64
Recreation and Cultural Services					
Professional/Contractual Services	(1,080.00)				
Grants and Contributions		5,038.30	5,000.00	(38.30)	0.77-
Total Recreation and Cultural Services:	(1,080.00)	5,038.30	5,000.00	(38.30)	0.77-
Total EXPENDITURES:	21,276.54	88,435.91	244,915.00	156,479.09	63.89
CHANGE IN NET FINANCIAL ASSETS					
REVENUES	(6,062.86)	219,046.47	200,072.00	18,974.47	9.48
EXPENDITURES	21,276.54	88,435.91	244,915.00	156,479.09	63.89
CHANGE IN NET FINANCIAL ASSETS	(27,339.40)	130,610.56	(44,843.00)	175,453.56	391.26
Change in Non-Financial Assets	(88.00)	(244.38)		(244.38)	
Change in Surplus	(27,251.40)	130,854.94	(44,843.00)	175,697.94	391.81


Account Balances	Current	Year to Date	Balance
Cash and Investments			
Cash - On Hand - Petty Cash			50.00
Cash - Bank - Demand	71,618.93	119,883.94	254,203.02
Cash - Bank - Term Deposit	81.30	3,098.32	159,617.66
Total Cash and Investments:	71,700.23	122,982.26	413,870.68
Municipal Taxes Receivable			
Municipal - Tax Receivable - Current	(99,748.52)	21,212.22	27,988.59
Municipal - Tax Receivable - Arrears	(72.20)	(5,550.75)	(314.46)
Municipal - Tax Enforcement	221.16	228.51	326.73
Total Municipal Taxes Receivable:	(99,599.56)	15,889.98	28,000.86

Certified correct and in accordance with the records

Presented to council on



Mayor



Clerk

September 27/16
(Date)

Resort Village of Fort San
Regular meeting of Council held in the Resort Village Council Chambers
Fort Qu'Appelle Saskatchewan
7:00 p.m. September 27, 2016

Present:	Mayor:	Blair Walkington
	Council Members:	Steve Helfrick
		John Naumetz
		Brad Redman
	Administrator:	Marcy Johnson
	Absent:	Don Williams

A quorum being present, Mayor B. Walkington called the meeting to order at 7:03 p.m.

16-102 AGENDA / J. NAUMETZ

"THAT the agenda be adopted with the following additions:
Delegate – K. Hutchinson

CARRIED

16-103 SETBACK 912 FORT SAN ROAD / S. HELFRICK

"THAT Fort San Council approve the setback at 912 Fort San Road to 15 feet in the frontage."
CARRIED

16-104 MINUTES / J. NAUMETZ

"THAT the minutes of the regular meeting of Council held August 23, 2016 be adopted with as presented."
CARRIED

16-105 CALLING LAKES DISTRICT PLANNING COMMISSION – EVENT COORDINATOR / B. REDMAN

"THAT Fort San Council approve the payment of \$1,286.56 for the Calling Lakes District Planning Commission – Event Coordinator;
AND FURTHERMORE, that the agreement will be looked at annually."

CARRIED

16-106 CORRESPONDENCE / J. NAUMETZ

"THAT the following correspondence be filed as presented:

- a. Calling Lakes District Planning Commission – Event Coordinator Funding
- b. Village of Lebret – Event Coordinator
- c. Government of Saskatchewan – Gas Tax
- d. 2016 Crime Prevention Guide - Funding Request."

CARRIED

16-107 PURCHASE OF FAX MACHINE / B. REDMAN

"THAT Fort San Council approve the purchase of a fax machine for the office not to exceed \$200.00."

CARRIED

16-108 REPORTS / B. REDMAN

"THAT the verbal/ written reports from:

- a. S. Helfrick – Calling Lakes District Planning Commission
- b. B. Redman – North Valley Waste Management Inc.
- c. J. Naumetz – Regional Library
- d. M. Johnson – Administration
be accepted as presented."

CARRIED

16-109 ACCOUNTS FOR PAYMENT / S. HELFRICK

"THAT the list of accounts attached hereto and forming a part of these minutes cheque numbers 4852 to 4864 totalling \$136,806.70 is hereby approved by Resort Village Council for payment."

CARRIED

16-110 FINANCIAL STATEMENT/ B. REDMAN

"THAT the Statement of Financial Activities for the month of August 2016, attached and forming a part of these minutes, be accepted as presented."

CARRIED

16-111 BANK RECONCILIATION / J. NAUMETZ

"THAT the Bank Reconciliation for the month of August 2016, attached and forming a part of these minutes, be accepted as presented."

CARRIED

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Resort Village of Fort San
Regular meeting of Council held in the Resort Village Council Chambers
Fort Qu'Appelle Saskatchewan
7:00 p.m. September 27, 2016

16-112 EMERGENCY MEASURES COORDINATOR / B. REDMAN

"THAT Fort San Council appoint H. Pickering and B. Helfrick as joint Emergency Measures Coordinator."

CARRIED

16-113 SUMASSURE INSURANCE POLICY / B. REDMAN

"THAT Fort San Council authorize the administrator to terminate the SUMAssure insurance policy for the Resort Village."

CARRIED

16-114 ADJOURNMENT / B. REDMAN

"THAT the meeting of the Resort Village of Fort San be adjourned at 9:05 p.m."

CARRIED

Approved this

25

day of

October

, 2016.

Mayor

Administrator

Next meeting:

Regular Meeting Tuesday October 25, 2016 7:00 p.m.

Resort Village of Fort San
Bank Reconciliation - Detailed

Conesus Credit Union *****4487
For Ending Date 8/29/2016

110-110-130 - Cash - Bank - Term Deposit

GL Balance to 8/29/2016 159,536.36

Service Charges: 0.00
Interest Charges: 0.00
Interest Revenue: 81.30

Adjusted Book Balance 159,617.66

Bank Statement Balance: 159,617.66

Deposits in Transit

Subtotal: 0.00

Outstanding Payments

Subtotal: 0.00

Total Uncleared: 0.00

Adjusted Bank Balance 159,617.66

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Resort Village of Fort San
Bank Reconciliation - Detailed

CIBC
For Ending Date 8/31/2016

110-110-120 - Cash - Bank - Demand

GL Balance to 8/31/2016 254,221.52

Service Charges: -18.50
Interest Charges: 0.00
Interest Revenue: 0.00
ubtotal: 254,203.02

Future-dated Cleared Deposits: 468.34

Adjusted Book Balance 254,671.36

Bank Statement Balance: 382,296.06

Deposits in Transit

Count	Date	Source	Transaction Description	Sub	Amount
1	8/31/2016	2016-0076	Deposit Entry	RC	2,410.47
Subtotal:					2,410.47

Outstanding Payments

Count	Date	Source	Transaction Description	Sub	Amount
1	5/20/2015	GR--150013-001	REV-Deposit Entry	RC	-50.00
2	8/23/2016	Ch 4845	Grasslands News Group	AP	-58.21
3	8/23/2016	Ch 4848	SARM	AP	-89.25
4	8/31/2016	Ch 4851	R.M. of North Qu'Appelle No187	AP	-2,988.66
5	8/31/2016	Ch 4852	Kotrla, Norbert	AP	-240.00
6	8/31/2016	Ch 4853	Prairie Valley S. D. #208	AP	-125,208.40
7	8/31/2016	Ch 4854	Sask Power	AP	-920.59
8	8/31/2016	Ch 4855	Sask Tel CMR	AP	-480.06
Subtotal:					-130,035.17

Total Uncleared: -127,624.70

Adjusted Bank Balance 254,671.36

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